

COST DISTRIBUTION FORM
PROCUREMENT OF JANITORIAL SERVICES

PARTICULARS		AMOUNT
I.	Amount to Janitor:	
	Basic Pay	
	13th Month pay	
	Five (5) day Incentive Pay	
	<i>Subtotal Amount to Janitor(A)</i>	
	Amount to Gov't. in Favor of Janitor	
	SSS Premium	
	Philhealth Premium	
	ECC Insurance Premium	
	Pag-Ibig Fund	
	<i>Subtotal Amount to Gov't. in favor of Janitor (B)</i>	
	TOTAL AMOUNT TO JANITOR & GOV'T. (C)	
II.	TO BE FILLED UP BY THE BIDDER	
	Agency Fee: Administrative Overhead and Margin	-
	VAT	-
	<i>Total Administrative Fee (D)</i>	
	MONTHLY CONTRACT RATE (C +D)	Php -
	Number of Janitors	19
	TOTAL AMOUNT PER YEAR	Php -

Submitted by:

 (Signature over Printed Name)

Name of Bidder:

Date Submitted: